



STATE OF IOWA

CHESTER J. CULVER, GOVERNOR
PATTY JUDGE, LT. GOVERNOR

DEPARTMENT OF HUMAN SERVICES
KEVIN W. CONCANNON, DIRECTOR

INFORMATIONAL LETTER 739

DATE: August 18, 2008

TO: Iowa Medicaid Home Health Providers

FROM: The Iowa Department of Human Services, Iowa Medicaid Enterprise

RE: Medicare and Medicaid Cost Report Training

The Iowa Medicaid Enterprise and the Iowa Alliance in Home Care are collaborating to present two separate, but equally important, Medicare and Medicaid cost report training sessions via the Iowa Communications Network (ICN). It is recommended that providers attend both of the training sessions to understand the relationship that the Medicare and Medicaid cost report have with one another. In order to accurately complete the Medicaid cost report, providers should know what data should be used from the Medicare cost report.

Details and pre-registration information for each of the cost report training sessions are described as follows.

• **MEDICARE COST REPORT FUNDAMENTALS** •

Date: August 26, 2008

Time: 1:00 pm – 4:30 pm

Location: The listing of the thirteen (13) Statewide ICN sites and addresses is attached. Choose the ICN site that is most convenient for you.

Sponsor: Iowa Alliance in Home Care (IAHC)

Presenters: Baird, Kurtz, and Dobson (BKD)

Registration: Advanced registration **is** required. To register and obtain fee information, telephone IAHC at 515-282-3965 or e-mail <http://www.iowahomecare.org/Events/2008CostReporting/CostReportBrochureAndRegistrationRevised.pdf>

Training Materials The IAHC will email training materials to all registered participants for the Medicare training so you may print and bring with you to the ICN site at which you have pre-registered.

Learning Objectives:

- Identify the purpose of the Medicare cost report.
- List the data items needed for accurate completion of the Medicare cost report.
- Identify appropriate sources for the Medicare cost report data items.
- Describe the key rules for completing an accurate Medicare cost report.
- Identify the allowable and non-allowable costs for Medicare.
- List the financial and operational dashboard indicators available from the Medicare cost report.

•MEDICAID COST REPORT FUNDAMENTALS•

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|----------------------------|---|
| Date: | September 9, 2008 |
| Time: | 1:00 pm – 4:30 pm |
| Location: | The listing of the thirteen (13) Statewide ICN sites and addresses is attached. Choose the ICN site that is most convenient for you. |
| Sponsor: | Iowa Medicaid Enterprise (IME) |
| Presenters: | IME Provider Cost Audit and Rate Setting |
| Registration: | Advanced registration <u>is</u> required. To register, telephone IME at 515-725-1001. There is not a training fee for the Medicaid training session. |
| Training Materials: | The IME will post the Medicaid training materials to its website http://www.ime.state.ia.us/Providers/HomeHealth.html by September 2 so you may print and bring the materials with you to the ICN site at which you have pre-registered. |

Learning Objectives:

- Identify the purpose of the Medicaid cost report.
- Describe the Medicaid cost settlement process for State Plan (intermittent) home health services.
- Describe the Medicaid cost settlement process for Care For Kids (EPSDT) program.
- Describe the difference between the Medicaid Care For Kids (EPSDT) cost settlement process and the Medicaid cost settlement process for State Plan (intermittent) home health services.
- Identify the submission requirements for the Medicaid cost report process.
- Describe the importance of the Medicare cost report in relation to the Medicaid cost report settlement process.
- Describe the process by which Medicaid limits were set.
- Describe how Medicaid interim rates are set for newly enrolled home health agencies.
- Describe how changes in covered charges during a year can affect the interim Medicaid rate.
- Describe the importance of the Care For Kids (EPSDT) time studies in the Medicaid cost settlement process.

The local ICN sites are the same for both the Medicare Cost Report Fundamentals on August 26, 2008 and the Medicaid Cost Report Fundamentals on September 9, 2008. Both sessions, also, begin at the same time (1:00 pm). The table below identifies the locations and addresses for the local ICN sites.

| City | Location | Room | Address |
|-----------------|--------------------------------|---|---------------------------------|
| Cedar Rapids | Mount Mercy College | 50 Regina | 1330 Elmherst Dr. NE |
| Council Bluffs | Public Library | | 400 Willow Ave. |
| Creston | Green Valley AEA 14 | Turner Room | 1405 N Lincoln |
| Davenport | Eastern Iowa Community College | Kahl Educational Center | 326 West 3 rd Street |
| Dubuque | University of Dubuque | T201 Jackaline Baldwin Dunlap Tech Center | 2000 University Ave. |
| Johnston | STARC Armory | Enhanced Classroom | 6100 NW 78 th |
| Mason City | NIACC | Careers Bldg. 2 | 500 College Drive |
| Muscatine | Muscatine Community College | Larson Hall - Room 60 | 152 Colorado St. |
| Ottumwa | Ottumwa High School | Voc. Tech. Bldg. - Room157 | 501 E 2 nd |
| Sioux City | Morningside College | Roadman Hall | 1502 Morningside Ave |
| Spencer | Public Library | | 21 E Third Street |
| Waterloo | DHS | Pinecrest Office Bldg. | 1407 Independence Ave. |
| West Burlington | Southeastern Community College | 528 – North Campus/Trustee Hall | 1500 West Agency |